



DEPARTMENT OF DEFENSE
CIVILIAN PERSONNEL MANAGEMENT SERVICE
1400 KEY BOULEVARD
ARLINGTON, VA 22209-5144

SEP 11 2006

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Accuracy of Retired Military Data in the Defense Civilian Personnel Data System (DCPDS)

As part of the Department's overall human capital management planning process, we continuously review corporate level data to ensure that it accurately depicts information about the civilian workforce. Data accuracy is critical to support effective workforce analysis and corporate reporting. One of our recent areas of focus was the "annuitant indicator" data element, which identifies whether an employee receives a civilian or military annuity. This element is currently a required input into DCPDS when employees are hired. Our analysis of this data element indicated that data entry of military retiree information is not completely consistent or accurate.

It is likely that the quality of the data on retired military has decreased in part because the restriction was lifted on dual compensation for military retirees, which was previously the primary driver for accurate data. However, the Department of Defense and the Office of Personnel Management continue to require the coding of retired military hired as civilians to ensure accurate information is available for corporate reporting, workforce analysis, and succession planning.

Therefore, I am requesting you emphasize to your Regional Service Center staffs to consistently and accurately update annuitant indicator and related retired military data elements on all accessions. We are currently reviewing the DCPDS business rules related to entering retired military data, and plan to strengthen them to enforce this requirement during the data entry process. We have attached, for your reference, the DCPDS input screen for these elements.

Thank you in advance for your attention to this matter. Please direct any inquiries you have to Ms. Patricia Strother, CPMS Human Resources Business, Information, and Technology Solutions Division at (703) 696-4741.

A handwritten signature in black ink, appearing to read "Brad Bunn", is positioned above the printed name.

Brad Bunn
Director

Attachment:
as stated

DISTRIBUTION: ASSISTANT G-1 FOR CIVILIAN PERSONNEL POLICY
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ATTACHMENT

Retired Military Info – US Fed Uniformed Services -

Extra Person Information

Reserve Category	<input checked="" type="checkbox"/> Y	Not Applicable
Military Recall Status	<input checked="" type="checkbox"/> Y	Not Applicable
Editable Military Service	000000	
Date Retired Uniform Service		
Uniform Service Component		
Uniform Service Designation		
Retirement Grade		
Military Retirement Waiver Ind		
Exception Retirement Pay Ind		
Selective Service Registration Indicator		
Active Uniformed Service		
Mil. Character of Service Code		
Mil. Service Serial Number		
Mil. Service Start Date		
Mil. Service End Date		
Mil. Branch Type Code		
Mil. Discharge Type Code		
Current Uniform Service Status		

Person – Assignment – Extra Information - US Federal Assignment RPA – Annuitant Indicator

Further Assignment Information

Step or Rate	01	First Step-In-Grade
Tenure	2	Conditional - Tenure Group 2
Annuitant Indicator	3	Not Applicable
Pay Rate Determinant	0	Regular Rate
Calculation Pay Table	0000	0000 Oracle Federal Standard Pay Table (AL, ES, EX, GS, GG) No. 0000
Work Schedule	P	Part-Time
Part-Time Hours Biweekly	32.00	
Calculation LMS Percentage		

OK Cancel Clear Help